

Office Memorandum • UNITED STATES GOVERNMENT

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TO : Rm. 5161
New War Department Building

DATE: April 2, 1946

FROM : CON -

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SUBJECT: Security Clearance for CIG Personnel

Reference is made to your conversation with Mr. Bannerman, Security Officer, State Department, on March 28, 1946, concerning standards of investigation and security clearance for personnel assigned by the State Department to the Central Intelligence Group. The investigative and security standard is understood to apply to those officers who will be handling Top Secret and Secret material. This standard will presumably apply to all agencies supplying personnel to CIG.

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In the determination of such a standard it is felt that any person so certified should be a United States citizen of fifteen years standing, and the individual's investigative record should be entirely clear of derogatory information. The determination of what information is to be considered as being of a derogatory nature should be the subject of a meeting of the security officers of CIG, War, Navy and State, in order that there will be a general understanding on this subject.

It is felt that the investigative standard should require investigation at the following sources of information. This will provide an investigative coverage of background over a period of years sufficient to make a proper determination for security clearance purposes:

1. Names checked with:

Federal Bureau of Investigation
Committee on Un-American Activities
Treasury Agencies
Office of Naval Intelligence (if military service)

Military Intelligence

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Military Intelligence Service (if military service)

2. Employment record for past ten years.
3. Check of Police records in each city of employment and residence.
4. Education record (college and university)
5. Two personal references for background information.

It is also felt by this Department that spot checks alone, for investigative purposes, cover a very small percentage of the total population and such checks are insufficient to be deemed as a basis for Top Secret and Secret security clearance.

CON:RLB^{RMS}annerman:gl